



**ADDENDUM
CITY OF AUSTIN, TEXAS**

Solicitation: CRR0102/Healthy Food RFP Addendum No: 1 Date of Addendum: 01/08/16

This addendum is to incorporate the following changes to the above referenced solicitation:

I. Questions:

I.1 Q: Please clarify when the pre-proposal meeting will be held.

A: The pre-proposal meeting for this RFP will be held on Thursday, Jan 14, 2016 at 3PM at the RBJ Building, 15 Waller St., 3rd FL Conference Room. You can also call into the conference line at 512-974-9300, participant code: 203078.

I.2 Q: Does this RFP include information on the evaluation funds for that RFP?

A: No, this is a solicitation for the initiative, the evaluation RFP will be a separate process.

I.3 Q: Is the number of stores cited a minimum (can we go after more stores with these monies if 10 stores don't use all the amount? Every store will be slightly different in their need/level of change the will commit to so the possibility of efficiency to go after other stores to join the program is very possible and normal for this work.

A: The RFP requires a minimum of 10 stores. Once the minimum is met, the contractor may seek out additional retail settings.

I.4 Q: May we write a line item for staff cost? (This is not cited as an example in the sample chart, so we want to make sure that is eligible for these funds as it is the main cost).

A: The proposed budget for this initiative is approximately \$50,000 for the contract term and shall be all-inclusive (e.g. all labor, materials, supplies, equipment, transportation, translation, administrative management) as necessary to meet requirements of this contract. This could include staff costs, i.e. administrative management, as defined above.

II. ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.

APPROVED BY: _____

Claudia Rodriguez
Claudia Rodriguez, Senior Buyer
Purchasing Office, 512-974-3092

1/8/16
Date

ACKNOWLEDGED BY:

Name

Authorized Signature

Date

RETURN ONE COPY OF THIS ADDENDUM TO THE PURCHASING OFFICE, CITY OF AUSTIN, WITH YOUR RESPONSE OR PRIOR TO THE SOLICITATION CLOSING DATE. FAILURE TO DO SO MAY CONSTITUTE GROUNDS FOR REJECTION.